

**BOROUGH OF WESTWOOD  
PUBLIC MEETING OF THE MAYOR & COUNCIL  
FEBRUARY 17, 2015 MINUTES  
MUNICIPAL COMPLEX  
101 Washington Avenue  
7:30 PM Executive Closed Session/8:00 pm Public Session**

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Birkner at 7:30 pm. Mayor Birkner then read the Open Public Meetings Law Statement: "This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

**2. Roll Call:**

Mayor Birkner – Present  
Councilmember Owens – Present  
Councilmember Montana – Present  
Councilmember Miller – Present  
Councilmember Grefrath – Present  
Councilmember Bicocchi - Present  
Council President Arroyo – Present  
Borough Attorney Huntington – Present  
Interim Administrator/Borough Clerk Hughes – Present

**Committee Assignments:**

Public Properties  
Health & Recreation  
Fire & Ambulance  
Finance, Administration & Capital Projects  
Land Use  
Police & Emergency Management

**3. Resolution #15 - 49: Executive Closed Session**

**Motion to adopt Resolution #15-49:** Councilmember Miller Second: Councilmember Montana

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes  
Councilmember Miller – Yes Councilmember Grefrath - Yes  
Councilmember Bicocchi – Yes Council President Arroyo – Yes

**4. Reopen the Meeting:**

**Motion to reopen the meeting:** Councilmember Miller Second: Council President Arroyo

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:07 pm

**5. Roll Call II:**

Mayor Birkner – Present / Councilmember Owens – Present / Councilmember Montana – Present /  
Councilmember Miller – Present / Councilmember Grefrath – Present / Councilmember Bicocchi -  
Present / Council President Arroyo – Present / Borough Attorney Huntington – Present / Borough  
Engineer Boswell – Present / Interim Administrator/Borough Clerk Hughes - Present

**6. Flag Salute**

Councilmember Miller gave the invocation. Mayor Birkner led those present in the salute to the flag.

**7. Approval of Minutes: December 2, 2014**

**Motion to Adopt:** Councilmember Grefrath Second: Councilmember Miller

Roll Call: Councilmember Owens - Yes Councilmember Montana - Abstain  
Councilmember Miller – Yes Councilmember Grefrath - Yes  
Councilmember Bicocchi – Yes Council President Arroyo – Yes

**8. Resolution #15 - 50: Westwood Volunteer Fire Dept - Matters of Personnel**

**Motion to adopt Resolution #15-50:** Councilmember Miller Second: Councilmember Grefrath

Roll Call: Councilmember Owens - Yes    Councilmember Montana - Yes  
            Councilmember Miller – Yes        Councilmember Grefrath - Yes  
            Councilmember Bicocchi – Yes      Council President Arroyo – Yes

Mayor Birkner administered the oath of office to Cadet Jake Pletsch.

**9. Proclamation for 2015 Green Screen Festival**

Westwood Librarian Martha Urbiel discussed details of the Green Screen Festival.

**10. Reports of Committees and Officials:**

**A) Mayor's Report**

**1) PSEG Energy Strong Project**

Mayor Birkner reported that the weather has kept PSEG from completing the final stages of the Energy Strong installation. Work will resume as soon as the roads are clear.

**2) Schools Update**

Mayor Birkner reported that topics of discussion at the meeting with officials from the school district and Washington Township included the upgrade to the high school façade, school security measures, reintroducing a DARE-type program, and the Stigma-Free initiative.

**3) Stigma-Free Initiative**

Mayor Birkner announced that a meeting of the newly formed Stigma-Free committee will occur on Thursday at 8:30 am at the Community Center.

**4) Bergen County Open Space Grant**

Mayor Birkner advised that the grant presentation to the Bergen County Open Space Committee has been postponed to Monday, February 23<sup>rd</sup> due to inclement weather.

**5) Teen Program**

Mayor Birkner said there have been some questions regarding the shared recreation Teen Program. He will be reaching out to Mayor Sobkowicz to secure their support and participation.

**B) Engineer's Report**

**1) Biweekly Report**

Dr. Boswell reviewed the biweekly report, a copy of which is attached.

**2) FEMA Map Updates**

Dr. Boswell reported that there was one discrepancy with the Westwood maps that was noticed at the FEMA open house. A slight change in elevation in the area of Kmart is being investigated by Boswell. He will report back at the next meeting.

**C) Council Liaison & Committee Reports**

**1) Finance, Administration and Capital Projects:**

**a) Budget Update**

Councilmember Grefrath reported that the first budget meeting was held last week, focusing on the

Capital budget. There were \$1.4 million in cuts. The current plan is still to introduce the budget on March 17<sup>th</sup>.

**b) Finance Update**

LOSAP contributions have been received for the EMS and FD. Councilmember Grefrath observed that a paid department's costs would exceed LOSAP costs.

The Annual Financial Statement reflects the highest tax collection rate for the borough in years. Temporary financing is being bid right now, with bids due February 16<sup>th</sup> at 11 am.

**c) By Laws**

Councilmember Grefrath will be sending out the by laws adjustments via email tomorrow.

**2) Fire and Ambulance:**

**a) Internal Equity**

Councilmember Miller explained the internal equity matrix, and reviewed the process and timetable. Councilmember Montana asked if the program results can be viewed both subjectively and objectively. Councilmember Miller said he does not encourage subjectivity.

**3) Health and Recreation:**

**a) Recreation Update**

Councilmember Montana said there will be a brainstorming meeting for the coaches on ways to improve the programs later this week. There is still time to sign up for men's softball. The summer recreation program will have extended hours based on parent surveys. The Summer Concerts have been booked and will include Neil Diamond tribute band this year. The Movies in the Park schedule is still being finalized.

**b) Health Department Update**

Councilmember Montana reported that the Health Department has finalized the agreement for Northwest Regional to provide health services; will be providing a handout on measles in the near future; and will continue to issue pet licenses throughout this month, with late fees applicable starting in March.

**4) Land Use:**

**a) Land Use Update**

Councilmember Bicocchi reported that the Zoning Board meeting was cancelled due to snow, and the Planning Board did not meet.

**5) Police and OEM:**

**a) Parking Authority Update**

Council President Arroyo reported that the Parking Authority brought in its consultant to discuss parking issues. The consultant has submitted proposals to update the parking study and a separate proposal for a global parking study and discussion.

The Valentine's Day parking promotion went well. Mayor Birkner said the differential in revenue remains to be seen. Council President Arroyo said the Parking Authority was enforcing chronic violations.

**6) Public Properties:**

**a) Heritage Society Film**

Councilmember Owens announced that the Heritage Society will be hosting a film on the history of Westwood at the Knight of Columbus and providing light refreshments.

**D) Attorney's Report**

No report.

**E) Administrator's / Clerk's Report**

**a) Generator Grant**

Mrs. Hughes gave an update on the generator grant application status.

**11. Agenda/Public Forum:**

**Motion to open Agenda/Public Forum:** Councilmember Miller Second: Councilmember Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

No one wished to be heard.

**Motion to close Agenda/Public Forum:** Councilmember Miller Second: Councilmember Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**12. Ordinances of First & Final Reading:**

**Ordinance on Introduction**

**15-4 An Ordinance Amending Chapter 249 Peddling And Soliciting To Include Roadway Charitable Solicitation**

Council President Arroyo requested the ordinance be tabled at this time for further review by the Police Department. All were in favor.

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**15-5 An Ordinance to Amend Chapter 375-20 Vehicles and Traffic, Resident Sticker Zones**

**BE IT RESOLVED** that Ordinance #15-5 entitled "An Ordinance to Amend Chapter 375-20 Vehicles and Traffic, Resident Sticker Zones" is hereby introduced by title; and

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby directed to advertise said ordinance with an March 3, 2015 hearing date in the official newspaper according to law.

The language "Except on public holidays" was added at this time.

**Motion to pass the ordinance on First Reading:** Council President Arroyo Second: Councilmember Owens

Roll Call: Councilmember Owens - Yes

Councilmember Miller – Yes

Councilmember Bicocchi – Yes

Councilmember Montana - Yes

Councilmember Grefrath - Yes

Council President Arroyo – Yes

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**15-6 An Ordinance to Amend Chapter 249 Peddling and Soliciting to Include a Nonsolicitation List**

Council President Arroyo requested this ordinance be tabled at this time for further review by the Police Department. All were in favor.

**Ordinances for Adoption**

**15-2 An Ordinance Amending Chapter 243 Parks and Recreation Areas Schedule A Recreation Department Fees**

**BE IT RESOLVED** that Ordinance #15-2 entitled “An Ordinance Amending Chapter 243 Parks and Recreation Areas Schedule A Recreation Department Fees” having hereby been read by title, shall have a hearing held on this date.

**Motion to open the public hearing:** Councilmember Montana Second: Councilmember Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**Public Comments:**

No comments.

**Motion to close the public hearing:** Councilmember Bicocchi Second: Councilmember Owens  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**BE IT RESOLVED** that an Ordinance known as #15-2 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

**Motion for final adoption:** Councilmember Montana Second: Councilmember Bicocchi

Roll Call: Councilmember Owens - Yes	Councilmember Montana - Yes
Councilmember Miller – Yes	Councilmember Grefrath - Yes
Councilmember Bicocchi – Yes	Council President Arroyo – Yes

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**15-3 An Ordinance to Amend the Salary Ordinance of the Borough of Westwood**

**BE IT RESOLVED** that Ordinance #15-3 entitled “An Ordinance to Amend the Salary Ordinance of the Borough of Westwood” having hereby been read by title, shall have a hearing held on this date.

**Motion to open the public hearing:** Councilmember Grefrath Second: Councilmember Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**Public Comments:**

No comments.

**Motion to close the public hearing:** Councilmember Bicocchi Second: Councilmember Miller  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

**BE IT RESOLVED** that an Ordinance known as #15-3 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

**Motion for final adoption:** Councilmember Grefrath Second: Councilmember Bicocchi

Roll Call: Councilmember Owens - Yes	Councilmember Montana - Yes
Councilmember Miller – Yes	Councilmember Grefrath - Yes
Councilmember Bicocchi – Yes	Council President Arroyo – Yes

**13. Presentation of Bills, Financial Reports and Resolutions:**

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that

any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion.

**Resolutions as Consent Agenda:**

- a) Resolution #15 - 51: Bill List & Statement of Cash**
- b) Resolution #15 - 52: Authorizing Hiring of Electrical Inspector**
- c) Resolution #15 - 53: Budget Transfers 2014 Municipal Budget**
- d) Resolution #15 - 54: 2014 LOSAP Contributions**
- e) Resolution #15 - 55: Approval of Westwood Youth Football Association Application to Consume Alcoholic Beverages on Public Property**
- f) Resolution #15 - 56: Approval of Berkeley School PSO Application to Consume Alcoholic Beverages on Public Property**
- g) Resolution #15 - 57: Approval of Friends of Emerson Girls Softball Application to Consume Alcoholic Beverages on Public Property**

**Motion to adopt resolutions #15-51 through #15-57:** Councilmember Grefrath

Second: Councilmember Miller

Roll Call: Councilmember Owens - Yes

Councilmember Montana - Yes

Councilmember Miller – Yes

Councilmember Grefrath - Yes

Councilmember Bicocchi – Yes

Council President Arroyo – Yes

**14. Adjournment:**

**Motion to adjourn:** Councilmember Miller      Second: Councilmember Bicocchi

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 9:09 pm.

Attest:

*(signed) Karen Hughes*

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk